

**SCORING CRITERIA FOR HOUSEHOLD HAZARDOUS WASTE GRANT PROGRAM  
19<sup>TH</sup> CYCLE FY 2010/11**

Application proposals must score a minimum of 17 points of the possible 25 points to be considered for funding.

**GENERAL REVIEW CRITERIA**

Points	Description
10	<p>1. <b>NEED</b> = Grant proposal clearly and convincingly describes and demonstrates why the project should be funded.</p> <p><b>Program Background and Context</b></p> <ul style="list-style-type: none"> <li>Describe existing HHW program including volume collected, number of households served compared to total number of households, number of events, hours of facility operation, materials accepted, funding, etc. Include map(s) of the jurisdiction's current HHW facilities and contiguous jurisdictions showing underserved areas.</li> <li>Document gaps in and/or barriers to HHW collection opportunities with surveys and other research or data that result in the need for this project.</li> <li>Underserved areas (areas that have less access to HHW collection facilities and/or a lack of HHW collection service when compared to other areas served by their jurisdiction or neighboring jurisdictions with comparable or similar population density and socioeconomic status. At a minimum, the optimum number is one certified HHW center per 100,000 people.)</li> </ul> <p><b>Proposed Project</b></p> <ul style="list-style-type: none"> <li>Demonstrate, using both narrative and statistical data, how the proposed project will address identified need. Include site plans as necessary.</li> <li>Demonstrate, using both narrative and data, the rationale for this proposed project as compared to other approaches for meeting the identified need or barriers.</li> <li>Describe jurisdiction need for grant funding. Estimate total funding for the project, including CalRecycle's contribution, and describe the agency's current funding capabilities to supply matching funding for the project.</li> <li><i>Goals, Objectives, Activities.</i> Describe in detail what will be accomplished by completing this grant project. Identify measurable targets that must be met to accomplish your project with specific dates.</li> <li><i>Quantify goals</i> (how many people will be served, volume of waste collected, etc.) and demonstrate the extent to which these goals/objectives address need and overcome identified barriers.</li> <li>Convincingly demonstrate how operation and maintenance costs of the project will be sustained beyond the term of the grant. Describe available funding sources, if any.</li> <li>Provide evidence that stated need has not been addressed with previous funding.</li> </ul>
5	<p>2. <b>WORK PLAN</b> = Specific list of all grant eligible activities and tasks that will be undertaken to achieve your goals and complete your project. Use Work Plan template form.</p> <ul style="list-style-type: none"> <li>Include a detailed Work Plan that sufficiently describes proposed tasks and activities required to achieve the goals/objectives that match the narrative proposed project.</li> <li>Demonstrate that the applicant (including its contractors) and cooperating organizations have sufficient staff resources, technical expertise, and experience to successfully complete the proposed project.</li> <li>Delineate activities and tasks and demonstrate that they are well thought through, achievable within the grant term, and with available resources.</li> <li>Include a detailed evaluation component to measure success of the project and to determine whether the goals/objectives were accomplished.</li> </ul>

5	<p>3. <b>BUDGET</b> = Discuss the costs (dollar figures) associated with activities necessary to complete the project. Use Budget template form.</p> <ul style="list-style-type: none"> <li>◦ Costs are broken down for the entire project into cost categories, and all items outlined in the Work Plan and needed to complete project are accounted for. All budget backup documentation including quotes, estimates, and equipment details are attached, clearly marked and support proposed budget costs.</li> <li>◦ Adequately describe source and amount of matching local funds, in-kind services, other grants, or other additional project funding (if any) to complete the proposed project.</li> <li>◦ Proposed budget is reasonable and complete relative to costs associated with activities/tasks and personnel outlined in the Narrative and Work Plan.</li> <li>◦ Proposed budget is cost effective relative to proposed activities and outcomes. Includes costs savings from leveraging other funding, in-kind services, etc.</li> </ul>
1	<p>4. <b>APPLICATION COMPLETENESS, LETTERS OF SUPPORT, EXPERIENCE, ETC.</b></p> <ul style="list-style-type: none"> <li>◦ Application checklist and all required forms and documentation are included in the application.</li> <li>◦ Letters of support for project demonstrate the need for the project and/or active involvement of all cooperating and participating governmental agencies, businesses and organizations needed to complete the proposed project.</li> </ul>
21	<b>TOTAL POSSIBLE GENERAL REVIEW CRITERIA POINTS</b>
<b>PROGRAM CRITERIA</b>	
<b>DISCRETIONARY CRITERIA - up to 2 points</b>	
2	<p>Applicant may select only one category as the focal point for the project to receive up to 2 points.</p> <ul style="list-style-type: none"> <li>◦ Construction or expansion of HHW facility(ies)</li> <li>◦ Development of more cost-effective collection operations at existing HHW facilities (i.e., improving collection workflow patterns, implementing more efficient materials handling, or waste exchange programs)</li> <li>◦ New public education and outreach projects that take advantage of successful models from other jurisdictions through re-use or modifications of existing materials to reduce design and printing costs</li> </ul>
2	<b>TOTAL POSSIBLE PROGRAM CRITERIA POINTS</b>
<b>BONUS POINTS up to 2 points</b>	
0.5 or 1	<ul style="list-style-type: none"> <li>◦ Applicant did not receive an HHW Infrastructure Grant during either of the 17<sup>th</sup> and 18<sup>th</sup> HHW Grant cycles (FY 2008/09 and/or FY 2009/10 ) <b>(0.5 point)</b>, or</li> <li>◦ Applicant did not receive an HHW Infrastructure Grant during the 16<sup>th</sup>, 17<sup>th</sup> and 18<sup>th</sup> HHW Grant cycles (FY2007/08 – 2009/10) <b>(1 point)</b>.</li> </ul>
1	<p>A project that establishes a new HHW program for:</p> <ul style="list-style-type: none"> <li>◦ Rural areas (county having a population of 200,000 or less)</li> <li>◦ Small cities (population of less than 35,000)</li> <li>◦ Regional applicants (joint proposal from two or more eligible applicants)</li> </ul>
2	<b>TOTAL POSSIBLE BONUS POINTS</b>
25	<b>TOTAL POSSIBLE SCORE</b> <b>(Total of General Review, Program Criteria, and Bonus Points)</b>